



**DEPARTMENT OF THE ARMY
HEADQUARTERS
U.S. ARMY MANEUVER SUPPORT CENTER AND FORT LEONARD WOOD
FORT LEONARD WOOD, MISSOURI 65473-5000**

FLW Regulation
No 40-7

19 June 2002

Medical Services
HEARING CONSERVATION PROGRAM

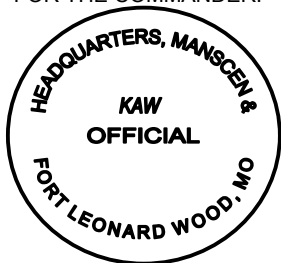
Summary. To establish the purposes, objectives and responsibilities of the Fort Leonard Wood (FLW) Hearing Conservation Program.

Applicability. This regulation is applicable to all military and Department of the Army (DA) civilian personnel at FLW.

Supplementation. Supplementation of this regulation is prohibited unless specifically approved by Headquarters, United States Army Maneuver Support Center and Fort Leonard Wood, (MANSCEN & FLW).

Suggested Improvements. The proponent agency of this regulation is the Directorate of Health Services (DHS). Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to Commander, USA MANSCEN, ATTN: ATZT-MD, 126 Missouri Ave., Fort Leonard Wood, MO 65473-8952.

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This regulation supersedes FLW Reg 40-7, 10 September 1996.

1. Purpose. This regulation outlines policies for the control of noise hazards and the prevention of noise-induced hearing loss in personnel of this command.

2. References.

a. Required References.

(1) AR 40-5 (Preventive Medicine). Cited in paragraph 6a.

(2) AR 385-10 (The Army Safety Program). Cited in appendix B.

(2) DA Pam 40-501 (Hearing Conservation Program). Cited in paragraph 6a.

(3) 29 CFR 1910 (General Industry Standards). Cited in paragraph 6d(1).

(4) 29 CFR 1926 (Construction Standards). Cited in paragraph 6d(1).

b. Referenced Forms.

(1) DA Form 3349, Physical Profile.

(2) DD Form 2214, Noise Survey.

3. Explanation of Acronyms. Acronyms and brevity codes used in this regulation are explained in the glossary.

4. Scope. This program covers procedures for –

a. Identifying noise-hazardous areas and noise-exposed personnel.

b. Posting danger signs.

c. Providing hearing screening and testing.

d. Prescribing acoustical engineering controls.

e. Providing health education concerning hearing conservation.

f. Providing properly fitted hearing protective devices.

5. General. It is a well-documented fact that exposure to high intensity noises from a wide range of military equipment and machinery can cause permanent hearing loss in personnel without proper hearing protection. Some examples of noise-hazardous equipment include weapons, generators, power tools, tactical vehicles and aircraft. Noise-induced hearing loss effects work and combat efficiency. This hearing loss is permanent and progressive. In most instances, noise-induced hearing loss is preventable. An effective hearing conservation program and command emphasis at all levels will help prevent needless hearing loss.

6. Responsibilities.

a. DHS will ensure that medical support is provided to the installation's hearing conservation program in accordance with AR 40-5 and DA Pam 40-501.

b. Hearing Conservation Manager, United States Army Medical Department Activity (MEDDAC) will –

(1) Be appointed as the hearing conservation officer to manage the technical aspects of the Hearing Conservation Program.

(2) Provide hearing testing for authorized personnel routinely exposed to hazardous noise. In this regard, the Hearing Conservation Manager will –

(a) Maintain audiometric testing equipment; perform baseline, periodic and termination hearing tests; forward results to the Directorate of Information Management, Fort Dietrich for inclusion in the Army-wide database.

(b) Provide follow up hearing evaluations for personnel who show significant hearing loss or significant change in hearing. In-depth testing will be performed and appropriate medical referral made, as required.

(c) Notify personnel, in writing, if a significant decrease in hearing is noted. In the case of civilian employees, the Occupational Health Service, employee's supervisor and the Civilian Personnel Advisory Center (CPAC) will also be notified. For active duty personnel, unit commanders will be notified of significant hearing loss through DA Form 3349 (Physical Profile). All cases of significant threshold shift will be reported to the Occupational Health Service and Installation Safety Manager as an occupational injury.

(d) Notify the MANSCEN Safety Office of all personnel who have experienced a significant decrease in hearing.

(e) Ensure permanent party personnel are fitted with preformed earplugs during their annual hearing tests, and refitted as needed thereafter.

(f) Ensure that medically trained personnel fit preformed earplugs to new trainees during initial medical processing at Reception Battalion. Earplugs and cases will be ordered under a fund cite provided by the 43d Adjutant General (AG) Battalion.

(g) Provide health education briefings to promote understanding of the hearing conservation program.

(h) Evaluate program participation, quality assurance, and program effectiveness and advise MEDDAC and MANSCEN command of status.

(i) Conduct announced and unannounced inspections of noise-hazardous areas.

c. Chief MEDDAC, Preventive Medicine Division, will –

(1) Perform surveys of all suspected noise-hazardous areas at least once and within 30 days of any change in operations effecting noise levels. Document noise survey results on DD Form 2214 (Noise Survey).

(2) Maintain a current inventory of noise-hazardous areas and noise-exposed personnel.

d. The Director of the MANSCEN Safety Office will –

(1) Coordinate with DHS to identify noise-hazardous areas and ensure proper posting of areas with safety danger signs in accordance with 29 CFR 1910 and 1926.

(2) Include hearing conservation as an item of interest on installation safety checks/surveys.

(3) Include noise-hazardous abatement projects in the hazard abatement plan.

(4) Coordinate with CPAC to identify civilian positions, which are required to wear personal protective equipment.

(5) Conduct an evaluation of work practices where employees or military personnel have experienced a hearing loss.

(6) Include hearing loss in accident and injury statistics.

e. The Director of CPAC will –

(1) Ensure occupational health is included on the in-processing and out-processing checklist for new, transferring and terminating personnel (this alerts MEDDAC of the audiometric evaluations required for these personnel).

(2) Inform DHS and MANSCEN Safety Office of all workers compensation claims for hearing loss.

f. The Director of Public Works (DPW) will -

(1) Maintain danger signs. DPW will provide the danger signs.

(2) Whenever feasible, implement acoustical engineering control measures to reduce hazardous noise levels.

g. Commanders/Directors will -

(1) Ensure all service members wear hearing protective devices on the ranges.

(2) Provide reinforcement instruction to service members concerning the proper wear of earplugs prior to hazardous noise exposure.

(3) Monitor earplugs to help prevent loss and request replacement preformed earplugs from the unit supply or Consolidated Troop Medical Clinic.

(4) Appoint a unit hearing conservation manager and ensure this individual:

(a) Inspects earmuffs and aviator helmets, at least semiannually, to ensure they are in good condition and replaced, as needed.

(b) Requisition disposable earplugs (national stock number, NSN: 6515-00-137-6345) for use by visitors and unit personnel who do not otherwise have prefitted earplugs. There are 200 pair of disposable earplugs per box ordered (Note: Disposable earplugs and earmuffs must be ordered through unit supply channels).

(c) Maintains a log of unit personnel who have/have not received annual hearing test.

(5) Prepare a unit hearing conservation SOP chapter as part of the unit Safety SOP. Sample of a unit SOP is found at appendix A.

(6) Notify MEDDAC, Preventive Medicine Division of any suspected hazardous noise in their areas.

(7) Ensure personnel exposed to hazardous noise levels while under their supervision:

(a) Are issued approved hearing protectors at no charge (preformed earplugs will be fitted under supervision of the trained medical personnel. A listing of universal size hearing protectors that may be ordered by units is provided in appendix B).

(b) Are provided and attend annual hearing conservation health education briefings.

(c) Wear approved hearing protectors when exposed to hazardous noise.

(d) Report for annual hearing tests.

(8) Ensure noise-hazardous areas and equipment are marked with proper danger signs and decals.

(9) Refer personnel with hearing problems or complaints associated with hearing protection to MEDDAC, Audiology Section.

(10) Initiate disciplinary action for non-compliance with hearing conservation safety measures, when necessary.

(11) Report to CPAC for inclusion in civilian job descriptions the need to wear personal protective equipment.

(12) Include the following statements, where applicable, in the performance standards of civilian supervisors:

(a) Enforce the use of personal protective equipment by their subordinates.

(b) Ensure employees report for mandatory medical examinations.

h. Commander, 43d AG Reception Battalion will -

(a) Ensure time for earplug fitting is included in the medical in processing of all basic training receptees.

(b) Ensure cadre checks that all receptees have preformed earplugs and cases prior to shipping to basic training units.

i. Commandant, Drill Sergeant School will ensure a one-hour block of hearing conservation instruction is provided in the Drill Sergeant School training program.

j. All military and civilian personnel working in noise-hazardous areas will -

(1) Wear properly fitted hearing protection when exposed to hazardous noise.

(2) Report for all scheduled medical examinations and health education briefings concerning hearing conservation.

(3) Report any hearing problems or difficulties associated with hearing protectors to supervisors.

(4) Comply with recommendations of medical and safety personnel regarding hearing conservation.

(5) Wear noise dosimeters to evaluate noise exposure when requested.

Appendix A
SAMPLE HEARING CONSERVATION SOP

Note: This SOP is a sample and contains suggestions for your unit SOP. It should not be copied and adopted as your SOP. Unit SOP should be written to conform to your unit.

Office Symbol (40)	Date
<p>MEMORANDUM FOR Unit Personnel</p> <p>SUBJECT: Standing Operating Procedures for Hearing Conservation</p> <p>1. Purpose. To assist in the organization and conduct of an efficient Hearing Conservation Program for this unit and to set forth appropriate surveillance procedures unique to this unit. Furthermore, provide, in writing, identification of a responsible action officer.</p> <p>2. Reference. FLW 40-7, Hearing Conservation.</p> <p>3. Applicability. This unit's responsibility includes all personnel assigned or attached to accomplish the unit's mission. It includes all training and work areas in which those personnel are employed.</p> <p>4. Responsibility. Unit commanders are responsible for organizing effective Hearing Conservation Programs with the assistance of medical staff. The responsibilities of all personnel involved in the Hearing Conservation Program be listed to ensure their participation in the program. The following unit personnel will be included in the responsibilities paragraph:</p> <ul style="list-style-type: none">a. Unit commander.b. Unit Hearing Conservation Officer and/or noncommissioned officer.c. Unit officers and noncommissioned officers.d. Individual soldiers assigned to the unit. <p>5. Noise Hazard Evaluation. A noise hazard evaluation will be performed when noise source is thought to be hazardous to hearing. Requests for noise hazard evaluation will be directed to Industrial Hygiene Section, Preventive Medicine Division, Medical Department Activity.</p> <p style="text-align: center;">(Signature Block)</p>	

Figure A-1. Sample of a Hearing Conservation SOP.

Appendix B
HEARING PROTECTORS

Type of Protectors	Requisition Publication	Nomenclature	National Stock Number	Available Sizes
Disposable (Foam Earplugs)	A and B	Earplug, Hearing protection Yellow/white 400s	NSN 6515-00-137-6345	Not applicable
Ear muffs	C	Aural protector, sound Type II	NSN 4240-00-022-2946	Not applicable
Ear canal caps**	A and B	Ear canal caps, Hearing protection	NSN 6515-00-392-0726 NSN 6515-00-181-8068	Not applicable
Helmet	C and D	Helmet, flyers, crash type (SPH-4) SPH-4 replacement earcup seals (Seal, Plain) Helmet, combat vehicle crewman (DH-132) DH-132 Tanker replacement earcup seals (Seal, Plain)	NSN 8415-00-144-4981 NSN 8415-00-144-4985 NSN 8415-00-144-8577 NSN 8415-00-094-2679 NSN 8415-00-094-2691 NSN 8415-00-094-2685 NSN 5965-00-135-0505	Regular Extra Large Small Medium Large
Headsets***	C	Noise attenuating headset with microphone	NSN 5965-00-168-9624	Not applicable

Figure B-1. Hearing Protectors* - Requisition Information.

*The Office of Surgeon General has approved these hearing protectors for use by Department of Army personnel. Authority for purchase and issue is AR 385-10, paragraph 6-2.

** A = Federal Supply Catalog C-8515-1L
B = Common Table of Allowances 8-100
C = Army Master Data File
D = Supply Bulleting 700-20

***Consultation with the MEDDAC Audiologist should be made before purchasing this type of hearing protector.

GLOSSARY

AG
Adjutant General

AR
Army regulation

CFR
Code of Federal Regulations

CPAC
Civilian Personnel Advisory Center

DA
Department of the Army

DD
Department of Defense

DHS
Directorate of Health Services

DPW
Director of Public Works

FLW
Fort Leonard Wood

MANSCEN & FLW
United States Army Maneuver Support
Center and Fort Leonard Wood (same
as MANSCEN)

MEDDAC
United States Army Medical Department
Activity

NSN
national stock number

SOP
standing operating procedures